

**ALCONA COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING, 9.28.2016
CALEDONIA COMMUNITY CENTER**

Meeting called to order by Chairperson St. John at 2:00 p.m.

Pledge of Allegiance:

Members Present: Foster-yes, Hynek-no, Loyer-no, Ronayne-yes, St John-yes.

Also Present: Alcona County Library Director, Denise Bearre and Commissioner Liaison Phillips.

Approve Agenda: Motion made by Ronayne / Foster to approve agenda as amended. Motion carried

Approve Minutes of August 24, 2016: Motion made by Foster / Ronayne to approve August 24, 2016 minutes. Motion carried.

Correspondence:

- Budget memo from County Commissioners was explained.
- Snow plow bid was discussed.

Motion made by Foster/ Ronayne to accept snow plow bid.

Roll Call: Foster-yes, Ronayne-yes, St John-yes, Motion Carried.

Reports:

Director:

- Personnel: Change in personnel, will be speaking with a new person in October.
- Computers and Machines: Everything seems to be going well.
- Programing: Review of a variety of September Programing.
- Grants: Lynn applying for a CFNEM grant for a wireless sound system and a Silhouette (cutting machine).
- Meetings: Several meetings attended in September were described.
- Facilities & Maintenance: Garbage Corral is getting painted.
The Lounge has chalkboards and magnetic poetry.

Financial Chair:

- Approve Cash Distribution Report for August 2016
Payroll: \$ 27,773.02 Other Expenses: \$8760.28 Total: \$ 36,533.30

Motion made by Ronayne / Foster to approve Cash Distribution Report.

Roll Call: Foster-yes, Ronayne-yes, St John-yes, Motion Carried.

Personnel Chair:

Technology Chair:

- "People" counter was replaced, but new one failed. Contacting manufacturer for information on a more current model.
- Statistics continue to show growth in Library usage.

Commissioner Liaison:

- Discussed Public Hearings.
- Budget Time
- Will discuss resolution to not allow Mid East refugees in Alcona County
- Alcona County Fair had good attendance.
- Provided information about grants from Home Depot.

Jeff Johnston from the Hubbard Lake Community Association shared the group's activities and fund raising goals.

Old Business:**New Business:**

- Continued review of Library Policies.
- Reviewed request from Sunrise Gardening Club requesting funds for irrigation system. More information is needed.
- Director will advertise for 2 openings for Trustee Positions on the Library Board.

- 2017 Budget:

Motion made by Foster/Ronayne to change wage line item for Administrative Assistant to \$24, 570.00 and Children's Specialist to \$18765.00. Putting books to \$21,605.00.

Roll Call: Foster-yes, Ronayne-yes, St John-yes, Motion Carried.

Motion made by Ronayne/Foster to adopt a budget with a 2% raise for staff effective 1 January 2017.

Director's salary will increase by 2% in mid-June, 2017. (January 1, 2017 starting wage is \$9.25)

Roll Call: Foster-yes, Ronayne-yes, St John-yes, Motion Carried.

Motion made by Foster/ Ronayne to add \$80,000.00 to (revenue) Fund Balance and \$80,000.00 to Building Fund to fund lighting project and new carpeting. For a total budget of \$562.520.50.

Roll Call: Foster-yes, Ronayne-yes, St John-yes, Motion Carried.

Public Comment: (Please state your name. Limited to 5 minutes per person) None

Adjourn:

Next meeting is scheduled for Wednesday, October 26, 2016 at 2:00 p.m.

Harrisville Meeting Room

Respectfully Submitted,

Denise M. Bearre

Director